

## ***Vacancy Details***

**Personnel Notice:** 33-15  
**Date Announced:** 03/26/2015  
**Closing Date:** 4/14/2015  
**Command:** Military Sealift Command  
**Grade:** GS-12/13/14  
**Type:** Assistant Counsel

There is an expected vacancy in the Military Sealift Command (MSC) Office of Counsel for an attorney to serve as an assistant counsel with primary duties in acquisition law. This position will be filled in Norfolk, Virginia; where MSC is consolidating the Office of Counsel over the next two years. The MSC Office of Counsel consists of twenty-nine attorneys and five support staff members assigned to offices located in the Norfolk headquarters as well as the Washington Navy Yard, San Diego, Singapore, Italy and Bahrain.

The MSC Office of Counsel provides legal services to MSC headquarters and field activities. MSC is a major Navy Command and a component of the joint service United States Transportation Command. MSC is responsible for a variety of missions, including providing strategic sealift for the Department of Defense, direct fleet support to the Navy combatant fleet, and conducting special missions involving the operation of ships for Department of Defense components. MSC is unique in that it is both a fleet operational agency and a procurement activity. MSC operates a fleet of approximately 110 Government-owned and privately-owned Government chartered ships consisting of dry cargo vessels, tankers, naval auxiliary ships, and special mission ships. MSC's Government-owned ships are operated either by civil service mariners or contract operators who employ private sector mariners. For additional information on MSC and the Counsel for the Military Sealift Command, go to [www.msc.navy.mil/](http://www.msc.navy.mil/).

The incumbent is expected to be responsible for matters that fall within the traditional Department of the Navy OGC areas of practice, with an emphasis on acquisition and fiscal law matters, and related litigation. The successful candidate is expected to render legal advice and assistance, perform legal research, and develop, prepare, advise, and represent MSC in a broad range of legal issues related to acquisition law and related fiscal law matters. The attorney selected for this position will be expected to work with contracting office personnel and may also be called upon to provide support in the traditional OGC areas of practice, including ethics, investigations, and maritime law.

This position has a full performance level of GS-15, but will be filled at the GS-12, 13 or 14 levels, depending upon the qualifications of the successful applicant. Eligibility at the GS-14 level requires that applicants possess at least three and one-half years of recent and relevant legal experience and training in support of the federal acquisition process. Experience before the Government Accountability Office (GAO), the Armed Services Board of Contract Appeals (ASBCA), or the Federal Courts is required. To be selected at the GS-13 level, applicants must have in excess of two years of recent and relevant legal experience in the federal acquisition process. Experience before the GAO, ASBCA or the Federal Courts is desired. Eligibility for consideration at the GS-12 level requires applicants have two years of successful practice in government contract law, business law, or business-related litigation.

Candidates applying for this vacancy should identify the GS level at which they want to be considered; applicants will be evaluated on the following criteria: (1) the relevance of their federal acquisition law experience; (2) their written and oral communication skills; (3) their record of success contributing to a legal team/organization; and (4) familiarity with MSC and the Department of the Navy. Experience conducting administrative investigations will be favorably considered.

The successful applicant must have graduated from a law school accredited by the American Bar Association, be an active member in good standing of the bar of the highest court of a State, U.S. Commonwealth, U.S. territory, or the District of Columbia, and be admitted to practice before a state or federal court. U.S. citizenship is a requirement and the successful applicant must be able to obtain and maintain a SECRET security clearance.

To apply for this vacancy, applicants must submit a resume and cover letter that address the evaluation criteria for this position. Applicants selected for interviews will be asked to provide writing samples, references and their two most recent performance appraisals. These materials will be considered in the evaluation process. Electronic applications are requested and may be submitted to Mr. Robert Elwell, Associate Counsel, [Robert.Elwell@navy.mil](mailto:Robert.Elwell@navy.mil). Applicants should also contact Mr. Elwell in the event they have questions about this position. Documents not sent electronically should be sent by some form of express delivery to:

Mr. Robert Elwell  
Associate Counsel, Military Sealift Command, N00L  
914 Charles Morris Court, SE  
Building 210

Washington Navy Yard, DC 20398-5540

This personnel notice will close on April 14, 2015, and applications must be received by 11:59 PM Eastern Standard Time on the closing date to be considered. If the successful applicant is not a current member of Navy OGC, the hiring action can commence only after the submission of those items identified in the "Instructions for New OGC Attorneys" section on the Navy OGC public website (see the "Careers" section of [www.ogc.navy.mil](http://www.ogc.navy.mil)).

Applicants eligible for Veterans' Preference must specifically claim such eligibility in their cover letter, identify the basis for the claim, and include supporting documentation (e.g., the DD214, Certificate of Release or Discharge from Active Duty or other supporting documentation) with their submission. Not all veterans are preference eligible. For a summary of time periods, campaigns and conditions that entitle an applicant to preference eligibility, please visit [www.opm.gov/veterans](http://www.opm.gov/veterans) and review the "Vets Info Guide" and the "Vets Guide." There is no formal rating system for applying Veterans' Preference for attorney appointments in the excepted service; however the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor in the attorney hiring process. Applicants who do not claim and do not provide adequate supporting documentation for Veterans' Preference will not receive this positive factor consideration.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Reasonable Accommodation Policy Statement:

[https://help.usajobs.gov/index.php/Reasonable\\_Accommodation\\_Policy\\_Statement](https://help.usajobs.gov/index.php/Reasonable_Accommodation_Policy_Statement)

Legal and Regulatory Guidance: [https://help.usajobs.gov/index.php/Legal\\_and\\_Regulatory\\_Guidance](https://help.usajobs.gov/index.php/Legal_and_Regulatory_Guidance)

Relocation expenses are not available.

#### **THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER**

**The Department of the Navy is an Equal Opportunity/ Reasonable Accommodation Employer. All hiring and advancement in the Office of the General Counsel is based on merit without regard to race, color, national origin, religion, age, sex, sexual orientation, disability, political affiliation or marital status.**

**The Department of the Navy provides reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should inform the individual identified in the personnel notice. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.**

#### **VETERANS PREFERENCE IN HIRING**

**Department of the Navy attorney positions are in the excepted service, not the competitive civil service. There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy considers veterans' preference eligibility as a positive factor in attorney hiring. If you are eligible for veterans' preference in hiring, you are encouraged to include that information in your application along with the supporting documentation, e.g., DD 214. Not all veterans are eligible for veterans' preference. To find out if you are, you may visit the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetspref.htm>.**